

TENNESSEE LAW ENFORCEMENT TRAINING ACADEMY 2009 CALENDAR OF SCHOOLS

3025 Lebanon Road, Nashville, TN 37214

Telephone (615) 741-4448 Fax (615) 741-3366 <http://tn.gov/commerce/let/tleta/>

(More Classes will be added in the Future)

NOTE: APPLICANTS MUST BE FULL-TIME LAW ENFORCEMENT OFFICERS



BEGINNING JULY 1, 2009, TLETA WILL ONLY ACCEPT CHECKS FOR TUITION PAYMENTS

MAY

Basic Police School

Instructors: TLETA

The Basic Police School is the mainstay of the Tennessee Law Enforcement Training Academy. Our mission is to produce a physically fit, highly motivated, basically trained police officer thoroughly indoctrinated in the ethics and professional standards of the law enforcement profession. The officer will have a degree of both technical and tactical proficiency to function on the streets as well as in the criminal and civil courts of our state. **Orientation day for this basic class is May 15th at 1300 hours. Attendance is mandatory.**

MAY 24 – JULY 31 • 425 HOURS

COST: STATE OFFICERS \$2,500 • COUNTY & LOCAL OFFICERS \$2,000

CRIMINAL JUSTICE MAJOR \$6,000

JUNE

Patrol Officers Response to Street Drugs

Instructors: TLETA

This 36-hour course will be offered as an export class from the regional counterdrug Training Academy in Meridian, MS. This course is designed for uniformed patrol officers. This 36-hour course focuses on street level narcotics enforcement by uniformed patrol, corrections, probation, wildlife, and all other officers who possess arrest authority, including military police. The following topics will be covered:

- In-depth coverage of the (7) drug categories, to include Drug Abuse Recognition
- Recognition of drug symptoms
- Paraphernalia
- Dangers in confronting subjects under the influence of drugs
- Legal issues and coverage of all areas of warrantless searches
- Preliminary assessments of a subject's speech, breath, appearance, demeanor, and behavior
- Examination of the subject's eyes, vital signs, physical and psychological evaluations

At the conclusion of the class, each student must pass a written test with a 70% score (81 points out of 115).

Class size is limited to 30 students. There is no tuition for this class. If the student wishes to stay or eat at TLETA, the cost of the room and meals will be as follows:

- **State Agencies: \$250.00**
- **City/County Agencies: \$200.00**

If you have questions regarding this class, please contact Linda Spears (linda.spears@tn.gov) or Mark A. Hall at (615) 741-4448.

JUNE 22 – JUNE 26 • 36 HOURS

Domestic Violence & Sexual Assault Instructor School

Instructors: TLETA, TCADSV

This course will be presented in cooperation with the Tennessee Coalition against Domestic and Sexual Violence and will provide the participant with the information and skills necessary to return to their respective agencies and teach Domestic Violence Investigation skills. Program topics will include updated legal issues, proper service of protective orders, investigative techniques, officer and victim survival techniques, sexual abuse investigative techniques and more. Students attending will not only receive classroom instruction, but will have the opportunity to participate in various practical scenarios as well.

Registration is through TLETA. Contact Linda Spears (linda.spears@tn.gov) at (615) 741-4448. Class space is strictly limited to 50 students.

JUNE 22 – JUNE 26 • 40 HOURS
(Free – This includes lodging and meals at the Academy)

JULY

Law Enforcement Management & Administration (Signal Mountain PD)

Instructors: Farris, Rex Barton (MTAS)

The Law Enforcement Management and Administration class will provide police managers with the tools to effectively manage the various legal mandates of the state and federal governments. Most police managers rise through the ranks to become chiefs or command officers. In many cases, chiefs and command officers are ill prepared to deal with all the administrative requirements of the job. Many become aware of legal mandates after they get in trouble. This class is designed to provide chiefs and command officers with the knowledge and ability to deal with these duties in an effective and proactive manner. A block of CSA and EVOC will be included. This class will begin at 1300 hours on Monday, July 6th and end at noon on Friday, July 10th.

The class should be considered a **must** for newly appointed chiefs, persons in line to be in a chief's position, and command staff officers. The school will be held at the Signal Mountain Police Department located at 1111 Ridgeway Ave., Signal Mountain, TN. Point of contact at Signal Mountain PD for directions or lodging is Capt. Greg Hall at (423) 886-2137. Registration is through TLETA. Contact Linda Spears (linda.spears@tn.gov) at (615) 741-4448.

JULY 06 – JULY 10 • 32 HOURS

COST: STATE OFFICERS \$100 • COUNTY & LOCAL OFFICERS \$80

AUGUST

Basic Police School

Instructors: TLETA

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AUGUST 02 – OCTOBER 09 • 425 HOURS

COST: STATE OFFICERS \$2,500 • COUNTY & LOCAL OFFICERS \$2,000

CRIMINAL JUSTICE MAJOR \$6,000

Instructor Development

Instructors: Roberts, TLETA Staff

This 40-hour block of instruction is divided into a two-part curriculum. Part one covers POST rules, the documentation required for compliance with POST rules, and the legal liabilities associated with training. Part two covers Instructor Development, preparation of lesson plans, classroom presentations, and the use of Microsoft PowerPoint in the classroom.

A laptop computer with any version of Microsoft PowerPoint is needed for use in this class. A minimum of five (5) years law enforcement experience is required to attend this class.

Registration is through TLETA. Contact Linda Spears (linda.spears@tn.gov) (615) 741-4448. **Maximum number of students is 30.**

AUGUST 03 – AUGUST 07 • 40 HOURS
COST: STATE OFFICERS \$250 • COUNTY & LOCAL OFFICERS \$200

Criminal Investigation

Instructors: TBI

This will be a two-week comprehensive investigation school designed to provide the officer with the knowledge and skills to carry an investigation through all phases of the process to a successful conclusion. Areas of emphasis include: Interview & Interrogation; Case File Preparation; Telephone Exploitation (Pen register/wiretap); TBI's Criminal Intelligence Unit/Fusion Center; Domestic Terrorism; Arson Investigation; Suicide By Cop; Computer Forensics; Internet Crime; Latent Prints; Microanalysis; Firearms & Ballistics; Sequencing; Documenting and Sketching Crime Scenes; Photographing a Crime Scene; Death Investigation; Search & Seizure Law; Legislative Update for Law Enforcement Issues; Jencks/Giglio Issues; HIPAA Issues for Law Enforcement; Drug Diversion Statutes; CODIS; TBI Sex Offender Registry/Update on SOR Laws; Gangs; Crime Scene Practicals.

NOTE: *Students need to bring a digital camera for this class. Also, the student needs to bring appropriate clothing (i.e., jeans/bdus and tennis shoes/boots) for processing crime scenes, both inside and outside.*

The school will be held at the Tennessee Law Enforcement Training Academy in Nashville. All personnel will register for this class through Ms. Linda Spears (linda.spears@tn.gov) at (615) 741-4448. Maximum number of students is 40.

AUGUST 03 – AUGUST 14 • 80 HOURS
COST: STATE OFFICERS \$500 • COUNTY & LOCAL OFFICERS \$400

P.O.S.T. Rules Workshop (Putnam Co. SO)

Instructor: Welch

This six-hour program is designed for all department training officers. All chiefs, sheriffs and anyone who has responsibility of submitting paper work to P.O.S.T. are encouraged to attend. During this six-hour block all new changes that went into effect in 2007 will be discussed. Each chapter will be discussed and the new changes to that chapter will be highlighted. We will also explain all the forms and how to submit them to P.O.S.T. Certified officers who attend will receive a P.O.S.T. certificate and can apply the six hours toward in-service. **P.O.S.T. Rules 1110-4-.03 requires all General Department Instructors to attend this class annually.**

Due to budgetary restraints, we ask that you bring a copy of your P.O.S.T. Rules book with you to this workshop. Copies of the P.O.S.T. rules can be found at the following website: <http://state.tn.us/sos/rules/index.htm>

The school will be held at the Putnam County Sheriff's Office located at 421 East Spring Street in Cookeville, TN. Point of contact at Putnam Co. SO for directions or lodging is Corporal Neil Blythe, General Departmental Training Officer at (931) 528-8484. All personnel will register for this class through Ms. Linda Spears (linda.spears@tn.gov) at (615) 741-4448. Maximum number of students is 40. **Class begins at 8:00 A.M.**

AUGUST 13 • 6 HOURS

COST: STATE OFFICERS \$30 • COUNTY & LOCAL OFFICERS \$20

Foundational Leadership Training Program (Coffee Co. SO)

Instructors: Wills, Farris, Grisham

For the supervisor or officer who desires to increase his/her leadership effectiveness. This program is designed to give the officer/supervisor a strong foundation in true, constant leadership principals that will prepare them to start their journey as "true leaders of people" within their departments. This program not only teaches strong moral and ethical lessons of leadership, but will also prove to be beneficial in exposing and correcting weaknesses that the officer/supervisor may not know he/she has. Leadership and Management **are not** one and the same. Management focuses on maintaining systems and processes while leadership is about influencing people to follow you. Child Sexual Abuse will not be taught in this class.

Registration is through TLETA. Contact Linda Spears (linda.spears@tn.gov) at (615) 741-4448. For directions and hotel information contact Ms. Sandy McKinney, with Coffee County Sheriff's Office, at (931) 723-3020. **The class is limited to 40 students.**

AUGUST 17 – AUGUST 20 • 32 HOURS

COST: STATE OFFICERS \$100 • COUNTY & LOCAL OFFICERS \$80

Interview and Interrogation

Instructor: Hall, Robinson, Elrod

This 40-hour program is designed to provide the criminal investigator with the attitude, knowledge and skills to effectively interview victims, witnesses and suspects, and use this information to effectively formulate an interrogation of the guilty party. The following topics will be covered:

- Miranda, Involuntary Confessions, Coercion, and Admissibility of Statements
- Rapport Building
- Verbal Indicators of Deception
- Non-Verbal Indicators of Stress
- Interview Techniques
- Documentation of Interviews/Interrogations
- Statement analysis
- Polygraph
- Interrogation Techniques

The school will be held at TLETA. For information regarding the class contact Mark Hall, TLETA, (615) 741-4448. Class size is limited to 30 students. Registration is through TLETA. Contact Linda Spears (linda.spears@tn.gov) at (615) 741-4448.

AUGUST 17 – AUGUST 21 • 40 HOURS

COST: STATE OFFICERS \$250 • COUNTY & LOCAL OFFICERS \$200

P.O.S.T. Rules Workshop (Jackson PD)

Instructors: Welch, Murphy

This six-hour program is designed for all department training officers. All chiefs, sheriffs and anyone who has responsibility of submitting paper work to P.O.S.T. are encouraged to attend. During this six-hour block all new changes that went into effect in 2007 will be discussed. Each chapter will be discussed and the new changes to that chapter will be highlighted. We will also explain all the forms and how to submit them to P.O.S.T. Certified officers who attend will receive a P.O.S.T. certificate and can apply the six hours toward in-service. **P.O.S.T. Rules 1110-4-.03 requires all General Department Instructors to attend this class annually.**

Due to budgetary restraints, we ask that you bring a copy of your P.O.S.T. Rules book with you to this workshop. Copies of the P.O.S.T. rules can be found at the following website: <http://state.tn.us/sos/rules/index.htm>

The school will be held at the Jackson Police Department's Special Operations Training Room located at 210 American Drive in Jackson, TN. Point of contact at Jackson PD for directions or lodging is Lt. John Lambert, Training Officer at (731) 425-8437 or Cell # (731) 217-9289. All personnel will register for this class through Ms. Linda Spears (linda.spears@tn.gov) at (615) 741-4448.

AUGUST 26 • 6 HOURS

COST: STATE OFFICERS \$30 • COUNTY & LOCAL OFFICERS \$20

SEPTEMBER

P.O.S.T. Rules Workshop (Murfreesboro PD)

Instructors: Welch

This six-hour program is designed for all department training officers. All chiefs, sheriffs and anyone who has responsibility of submitting paper work to P.O.S.T. are encouraged to attend. During this six-hour block all new changes that went into effect in 2007 will be discussed. Each chapter will be discussed and the new changes to that chapter will be highlighted. We will also explain all the forms and how to submit them to P.O.S.T. Certified officers who attend will receive a P.O.S.T. certificate and can apply the six hours toward in-service. **P.O.S.T. Rules 1110-4-.03 requires all General Department Instructors to attend this class annually.**

The school will be held at the Murfreesboro Police Department Annex Training Room located at 324 South Church Street, Murfreesboro, TN. Contact person there is Lieutenant Steve Teeters (615) 895-3874. Point of contact for this course is Jamie Hunter (615) 741-4461. All personnel will register for this class through Ms. Linda Spears at (615-741-4448) or e-mail (linda.spears@tn.gov).

Due to budgetary restraints, we ask that you bring a copy of your P.O.S.T. Rules book with you to this workshop. Copies of the P.O.S.T. rules can be found at the following website: <http://state.tn.us/sos/rules/index.html>

SEPTEMBER 01 • 6 HOURS

COST: STATE OFFICERS \$30 • COUNTY & LOCAL OFFICERS \$20

Basic Forensic Tracking

Instructor: Michael

The program is designed to equip officers and investigators with the visual skills required to reconstruct movements of a perpetrator on a crime scene or to follow a person by looking at disturbance and other evidence left on the ground. The program will consist of three days of intensive tracking exercises followed by a day of crime scene practicals.

Registration is through TLETA. Contact Linda Spears (linda.spears@tn.gov) at (615) 741-4448. The school will be held at Fall Creek Falls State Park near Spencer, TN.

SEPTEMBER 14 – SEPTEMBER 17 • 32 HOURS

COST: STATE OFFICERS \$100 • COUNTY & LOCAL OFFICERS \$80

OUT OF STATE OFFICERS \$100

Intermediate Forensic Tracking

Instructor: Michael

The program is designed to equip officers and investigators with the visual skills required to reconstruct movements of a perpetrator on a crime scene or to follow a person by looking at disturbance and other evidence left on the ground. The program will consist of three days of intensive tracking exercises followed by a day of crime scene practicals. This program is a continuation of the skills learned in the Forensic Tracking Class and is more track intensive with, with additional crime scene emphasis. **Completion of the Basic forensic Tracking Class is a prerequisite for this program.**

Registration is through TLETA. Contact Linda Spears (linda.spears@tn.gov) at (615) 741-4448. The school will be held at Fall Creek Falls State Park near Spencer, TN.

SEPTEMBER 14 – SEPTEMBER 17 • 32 HOURS

COST: STATE OFFICERS \$100 • COUNTY & LOCAL OFFICERS \$80

OUT OF STATE OFFICERS \$100

Law Enforcement Management and Administration

Instructors: Farris, Rex Barton (MTAS)

The Law Enforcement Management and Administration class will provide police managers with the tools to effectively manage the various legal mandates of the state and federal governments. Most police managers rise through the ranks to become chiefs or command officers. In many cases, chiefs and command officers are ill prepared to deal with all the administrative requirements of the job. Many become aware of legal mandates after they get in trouble. This class is designed to provide chiefs and command officers with the knowledge and ability to deal with these duties in an effective and proactive manner. A block of CSA and EVOC will be included. This class will begin at 1300 hours on Monday, September 28th and end at noon on Friday, October 2nd.

The class should be considered a **must** for newly appointed chiefs, persons in line to be in a chief's position, and command staff officers. The school will be held at TLETA and registration is through TLETA. Contact Linda Spears (linda.spears@tn.gov) at (615) 741-4448.

SEPTEMBER 28 – OCTOBER 02 • 32 HOURS

COST: STATE OFFICERS \$200 • COUNTY & LOCAL OFFICERS \$160

OCTOBER

Basic Police School

Instructors: TLETA

The Basic Police School is the mainstay of the Tennessee Law Enforcement Training Academy. Our mission is to produce a physically fit, highly motivated, basically trained police officer thoroughly indoctrinated in the ethics and professional standards of the law enforcement profession. The officer will have a degree of both technical and tactical proficiency to function on the streets as well as in the criminal and civil courts of our state. **Orientation day for this basic class is October 2nd at 1300 hours. Attendance is mandatory.**

OCTOBER 11 – DECEMBER 18 • 425 HOURS

COST: STATE OFFICERS \$2,500 • COUNTY & LOCAL OFFICERS \$2,000

CRIMINAL JUSTICE MAJOR \$6,000

Firearms Instructor

Instructors: Erwin, Michael

This is an intensive performance-oriented course. Officers must bring their own ammunition for this course which includes the following: 1000 rounds of handgun ammunition, 75 rounds of 12-gauge (#7, #8, or #9 shot), and 400 rounds of carbine ammunition. Officers must bring a shotgun and a carbine (i.e. AR-15, M-4, etc.). Officers must fire a 90% with a pistol to successfully complete the program. It is mandatory that officers have Instructor Development before enrolling in this school and a copy of that certificate must accompany their application.

Class size is limited to 24 officers. Registration is through TLETA. Contact Linda Spears (linda.spears@tn.gov) at (615) 741-4448.

OCTOBER 19 – OCTOBER 23 • 40 HOURS

COST: STATE OFFICERS \$250 • COUNTY & LOCAL OFFICERS \$200

Emergency Vehicle Operations Instructor

Instructors: Roberts

This 40-hour program will address the issues of Emergency Vehicle Operations in law enforcement. The class will concentrate on vehicle dynamics, liability, and pursuit management of emergency and non-emergency vehicles. The EVO Instructor program is divided into two one-week sections: Week 1 – developing techniques and skills needed for emergency and non-emergency vehicle operations and Week 2 – teaching these skills to new recruits. Each officer attending will be required to pass the precision EVO course in a specified time. Each officer will also be required to return and teach one block of classroom instruction and one block of practical range instruction to complete certification. (The second week required will be scheduled with each individual officer during the initial training session). **A minimum of five (5) years law enforcement experience and completion of the Instructor Development Program are required of the officers who enroll in this course.**

Registration is through TLETA. Contact Linda Spears (linda.spears@tn.gov) (615) 741-4448. **Maximum number of students is 20.**

OCTOBER 19 – OCTOBER 23 • 40 HOURS

COST: STATE OFFICERS \$250 • COUNTY & LOCAL OFFICERS \$200

Statement Analysis (Rutherford Co. SO)

Instructor: Hall

This 24-hour school is for the criminal investigator who wishes to expand his/her techniques in the field of interview and interrogation. Each student will learn to analyze written statements for signs of veracity and deception. This is a hands-on class which will require homework assignments. The following areas of statement analysis will be covered:

- History and Theory
- Documentation of Statements
- Balance of a Statement
- Test of Veracity
- Analysis of Nouns
- Analysis of Pronouns
- Analysis of Adjectives
- Analysis of Adverbs
- Analysis of Verbs
- Unique Words and Phrases

Students are encouraged to bring statements from active or previous investigations for analysis. **Class size is limited to 20 students.** The class will be held at 325 John Rice Blvd., Murfreesboro, TN. For lodging and directions, contact Captain Steve Spence at (615) 210-5899. Registration is through TLETA. Contact Linda Spears (linda.spears@tn.gov) at (615) 741-4448.

OCTOBER 20 – OCTOBER 22 • 24 HOURS

COST: STATE OFFICERS \$75 • COUNTY & LOCAL OFFICERS \$60

Courtroom Security

Instructors: Grisham, Farris, Kubic

This course is designed to train the following personnel on courtroom security: judges, sheriffs, county administrator, county executives, county commissioners, district attorneys, bailiffs, clerks and other law enforcement personnel assigned to courthouse and courtroom security. This 40-hour course will provide training in various areas to include Nature of Court Security Threats, Legal Issues in Court Security, Security Planning Procedures and Architectural Considerations, High Risk Trials, Weapons and Bombs, Protection of Personnel at Risk, Sequestered Juries and Public Information and Media, Defensive Tactics, Weapon Retention and Scenario Based Training.

This course will satisfy the statutory mandated 40-hour basic training for all newly appointed court officers (after July 1, 2007). A block of CSA and EVO will be included as well. Officers will be required to bring a duty belt, tennis shoes and groin protection.

The school will be held at the Tennessee Law Enforcement Training Academy. Point of contact for this course is Ray Farris at TLETA (615) 741-4448. Registration is through TLETA, Linda Spears (linda.spears@tn.gov) (615) 741-4448. Maximum class size is 50 students.

OCTOBER 26 – OCTOBER 30 • 40 HOURS

COST: STATE OFFICERS \$250 • COUNTY & LOCAL OFFICERS \$200

NOVEMBER

P.O.S.T. Rules Workshop (Bartlett PD)

Instructor: Murphy

This six-hour program is designed for all department training officers. All chiefs, sheriffs and anyone who has responsibility of submitting paper work to P.O.S.T. are encouraged to attend. During this six-hour block all new changes that went into effect in 2007 will be discussed. Each chapter will be discussed and the new changes to that chapter will be highlighted. We will also explain all the forms and how to submit them to P.O.S.T. Certified officers who attend will receive a P.O.S.T. certificate and can apply the six hours toward in-service. **P.O.S.T. Rules 1110-4-.03 requires all General Department Instructors to attend this class annually.**

Due to budgetary restraints, we ask that you bring a copy of your P.O.S.T. Rules book with you to this workshop. Copies of the P.O.S.T. rules can be found at the following website: <http://state.tn.us/sos/rules/index.htm>

The school will be held at the Bartlett Police Department/TWRA Firing Range located at 3200 Brother Blvd. in Bartlett, TN. Point of contact at Bartlett PD for directions or lodging is Inspector Dennis Cannon. He may be reached at (Cell) 901-734-6202. All personnel will register for this class through Ms. Linda Spears (linda.spears@tn.gov) at (615) 741-4448. Maximum number of students is 40. **Class begins at 8:00 A.M.**

NOVEMBER 03 • 6 HOURS

COST: STATE OFFICERS \$30 • COUNTY & LOCAL OFFICERS \$20

Patrol & Officer Survival Tactics

Instructor: Kubic

This 32-hour block of instruction is intended for the officer that is currently assigned to a patrol division. Officers should come prepared for a classroom as well as a practical exercise course of instruction. Subjects taught will include: High Risk Call Response; Traffic Stops Procedures (high risk and unknown); Building Searches and Room Clearing; Defensive Tactics; Advanced Firearms Training; Survival Mindset and the Effects of Survival Stress on an Officer During High Risk Operations. Officers should bring their gun belt as well as clothing suitable for physical exertion to include a protective cup and mouthpiece. Officers should also bring 500 rounds of duty ammunition. Registration is through TLETA, Linda Spears (linda.spears@tn.gov) (615) 741-4448. **Maximum class size is 20 officers.**

NOVEMBER 10 – NOVEMBER 13 • 32 HOURS

COST: STATE OFFICERS \$200 • COUNTY & LOCAL OFFICERS \$160

Internal Affairs School

Instructors: Grisham, Farris

This course is designed for investigators with at least part-time responsibility for conducting intra-departmental investigations. This 32-hour class will examine the steps necessary to carry out an investigation of an internal administrative matter and/or criminal case involving an employee of a law enforcement agency. This school will cover such topics as ethics, many areas of legal instruction, interview and interrogation, employment and administrative law and issues surrounding electronic recording and surveillance. This school will be held at TLETA. Contact person is Ms. Linda Spears (linda.spears@tn.gov) at (615) 741-4448.

NOVEMBER 16 – NOVEMBER 19 • 32 HOURS

COST: STATE OFFICERS \$200 • COUNTY & LOCAL OFFICERS \$160

DECEMBER